



**COUNTY OF SAN BERNARDINO
POLICY MANUAL**

No. 11-11

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By

EFFECTIVE

SUBJECT
LOCAL PREFERENCE POLICY

APPROVED

CHAIRMAN, BOARD OF SUPERVISORS

FINDING

It is the finding of the San Bernardino County Board of Supervisors that the current rate of unemployment in the San Bernardino-Riverside Standard Metropolitan Statistical Area is approximately 11.9% and the County is experiencing serious economic impacts and setbacks, such as multiple military base closures, which have adversely affected the local economy. The public interest would be best served by encouraging businesses to locate and remain in San Bernardino County and by encouraging the employment of persons residing within San Bernardino County.

POLICY STATEMENT

It is the policy of the Board of Supervisors to utilize, whenever possible, the services of local consultants/firms to provide consulting services. For purposes of this policy, "local consultants/firms" shall mean consultants/firms with fixed offices, authorized to do business and doing business within the boundaries of the County, subject to County taxes, and who perform the contracted work using employees the majority of whom are physically located in said local offices. "Local consultants/firms" shall have a San Bernardino County business street address; post office box numbers or residential addresses may not be used solely to establish status as a "local consultant/firm." Consultants/firms not meeting this criteria will be utilized only when qualified local consultants/firms are not available.

This policy applies to all County Departments, Flood Control District and the Office of Special Districts and shall remain in force until the unemployment rate in San Bernardino County is less than five (5) percent.

POLICY AMPLIFICATION

A. Selection Process

1. County staff shall, on an annual basis, survey those consultants/firms having established offices within the County of San Bernardino, and shall identify, by consultant/firm, the number of full-time equivalent employees physically working in said local office, and report said findings to the Board of Supervisors.
2. The County shall seek to distribute available work among qualified local consultants/firms and shall aggressively publicize opportunities to compete for County work. The County will use its best efforts to encourage local consultants/firms to submit letters of qualifications and to notify local consultants/firms of opportunities to submit responses to requests for proposals.
3. All consultants/firms must conform to County Equal Opportunity Programs, and to Emerging Small business Enterprises (County Policy 11-15).
4. In the event no local consultants/firms are qualified or available to perform the work, a Statement of Findings shall be prepared explaining the efforts expended to find qualified local consultants/firms prior to contracting with a non-local consultant/firm.